

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

3 December 1981

## MEMORANDUM FOR THE RECORD

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FROM: [REDACTED]

Chief, Intelligence Branch, CRD

SUBJECT: Auxiliary File for the DARE System

1. Earlier this year it was discovered that some of the material being reviewed by Science and Technology Branch contained compartmented information in the title and was therefore too sensitive to be entered into the regular DARE system. After conferring with the security officer and RMO of that directorate and with ISSG, we requested that Information Technology Branch of RMD build an auxiliary file for the DARE system similar to the one already programmed for the ARCINS system.

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2. I have just been informed by [REDACTED] of ITB that the job control language has been completed and a secure mini disc has been dedicated for this purpose. The Information Control Assistant for this Division has been briefed and given a password for access. Additional programming of the main system should be completed within a week, and testing will follow. In the meantime, we may start keying the compartmented backlog into the mini disc.

3. When programming is completed, material batched from the secure disc will go into a secure auxiliary file. A parallel transaction will enter the same information into the main file with the phrase "See OPI" in the subject field instead of the actual title. This may increase the size of our review discrepancy listing until "disregard" feature can be added to that program, but we do not see this as a serious problem.

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4. The secure auxiliary file is to be used only for jobs with folder or document titles containing compartmented information or which are otherwise too sensitive to be recorded in the regular system. This determination will be made by the DARE manager and the branch chief concerned, consulting as necessary with the directorate security officer. In view of our limited storage facilities for compartmented information and the fact that all input of this type must be handled by one keyer with authorized access, jobs designated for keying into the secure auxiliary system should be recorded on forms 4023A so that the boxes may be returned [REDACTED] at once.

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5. The auxiliary system is classified TOP SECRET, and listings from the system will be classified at that level and controlled by the TSCO/OIS.

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Distribution:

Orig - C/CRD

1 - C/INT

1 - DARE System file

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